



MICHIGAN SUPREME COURT  
**State Court Administrative Office**

Michigan Hall of Justice • PO Box 30205 • Lansing, MI 48909

phone: (517) 373-4839 fax: (517) 373-7615

# **PROGRAM ANNOUNCEMENT**

December 5, 2003

## **ADR & Caseflow Management Seminar**

**January 8, 2004**

**Hall of Justice Conference Center**

**Lansing, Michigan**

### ***Program Description***

Trial courts have traditionally used alternative dispute resolution (ADR) in the form of case evaluation late in the litigation process. With the focus of the new ADR court rules on mediation, new options exist for managing cases and helping parties consider settlement sooner in the process. This day-long seminar will focus on the potential for ADR to enhance caseflow management practices, principally in considering early orders to ADR. Which types of cases could be considered for referral to ADR and when? How does the discussion with counsel about ADR take place? And how do judges overcome attorney's objections to ADR?

The seminar will include panel discussions by judges, litigators, and mediators who will outline current court ADR practices, and share their respective experiences working with the ADR rules. Sessions will also identify innovative applications of mediation and administrative issues raised by ADR Clerks. The seminar is designed to be highly interactive, with much of the learning drawn from the experience of judges in attendance.

The schedule is as follows:

8:30 – 8:55 am	Registration
9:00 – 9:20 am	Welcome, ADR Update
9:20 – 10:45 am	ADR in the caseflow context: which cases to order, and when?
11:00 – 12:15 pm	Perspectives on early ADR orders from attorneys and mediators
12:15 – 1:15 pm	Lunch
1:15 – 2:30 pm	Overcoming objections to ADR
2:45 – 4:00 pm	Innovative applications of mediation & ADR Clerk issues

This program will be offered as an on-site seminar in the Michigan Hall of Justice.

## ***Registration REQUIRED***

**Registration for on-site attendance:** Seating is limited and will be first come, first served. Please complete the attached application and FAX to MJJ as indicated on the form.

### ***Participants***

This seminar is for Circuit, Probate, and District judges, court administrators, and ADR clerks who wish to make more effective use of Michigan's ADR court rules to enhance caseflow management practices.

### ***Lodging, Meals and Parking Policy***

Due to budget constraints, lodging will be provided only for attendees driving more than 100 miles to Lansing. A boxed lunch will be provided to on-site participants. Also, there is a small café on-site for participants to purchase soup, sandwiches, snacks, and beverages if they so desire. Participants may bring their own snacks/lunch. Coffee and tea will be available in the conference room.

On-site participants will park in the Hall of Justice Visitor Parking Lot. Parking rates are .75 cents per hour or a maximum of \$7.50 per day. (NO PARKING REIMBURSEMENT)

### ***Confirmation***

**Applicants for on-site attendance** will be mailed a confirmation letter detailing specific on-site registration information after the registration deadline.

### ***Questions***

If you have questions about the content of the program, please contact Doug Van Epps at [vaneppsd@courts.mi.gov](mailto:vaneppsd@courts.mi.gov) or call (517) 373-4839. If you have questions concerning the application process, please contact the Michigan Judicial Institute at (517) 373-7171.

Please fax your completed registration from to:  
Michigan Judicial Institute  
(517) 373-7615

***Extended*** Registration Deadline:  
**Friday, December 19, 2003**

STATE COURT ADMINISTRATIVE OFFICE

REGISTRATION FORM

# ADR & Caseflow Management Seminar

**January 8, 2004  
Hall of Justice Conference Center  
Lansing, Michigan**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Court: \_\_\_\_\_

Court Address: \_\_\_\_\_

\_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Court has an approved ADR Plan: \_\_\_\_\_ yes \_\_\_\_\_ no

Please list below any special accommodations, due to a disability, that you require during your visit.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT DATE

\_\_\_\_\_  
SIGNATURE OF CHIEF JUDGE/SUPERVISOR DATE

Please fax this completed registration from to:

Michigan Judicial Institute  
(517) 373-7615

***Extended* Registration Deadline:  
Friday, December 19, 2003**

## **LODGING SPECIFICATIONS**

### **Double-occupancy**

Double-occupancy lodging assigned by the Michigan Judicial Institute is available for eligible participants. If a single room is requested, the participant is responsible for the additional lodging room cost. Please indicate your lodging requirements below. Your office must be located in excess of 100 miles from the seminar site to qualify for paid/partially paid lodging.

- ☐ I will not require lodging  
☐ I will require lodging for the evening of Wednesday, January 7<sup>th</sup>

I am a: \_\_\_\_\_ Non-Smoker \_\_\_\_\_ Smoker

Preferred Roommate: \_\_\_\_\_ Court: \_\_\_\_\_

### **Single-occupancy**

- ☐ YES, I would prefer single occupancy and will accept responsibility for payment (\$32.50 per night plus applicable taxes).

I am a: \_\_\_\_\_ Non-Smoker \_\_\_\_\_ Smoker

Please guarantee my room using the following credit card:

☐ American Express    ☐ MasterCard    ☐ Diners Club    ☐ Discover    ☐ Visa

\_\_\_\_\_  
Complete Card Number

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_  
Name of Cardholder

Please list any special accommodations, due to a disability, that you require during your stay.

\_\_\_\_\_  
\_\_\_\_\_

### **Lodging Cancellation**

Please direct all room changes and/or cancellations to the Michigan Judicial Institute office, (517) 373-7171. All cancellations after 3:00 p.m. on Wednesday, January 7<sup>th</sup> must be made directly with Sheraton Lansing Hotel (517) 323-7100. If your reservation is not canceled, YOU will be responsible for the lodging costs incurred.

**NOTE:** If your office is LESS THAN 100 Miles from the seminar site, but you are willing to pay your own lodging (\$65 per night plus applicable taxes for a single or double-occupancy room) you may contact the Sheraton Lansing Hotel directly at (517) 323-7100.